

**City of Burlington Housing Authority  
Riverview Manor  
September 10, 2008**

**The regular monthly meeting of the City of Burlington Housing Authority was held on Thursday, September 10, 2008 at Riverview Manor at 6:30 P.M. The meeting was called to order by Chairman Lapp.**

**COMMISSIONERS PRESENT:** Chairman Lapp, Secretary Heck, Board members LeRoy Stoehr, Charles Stubley, Kelly Iselin and Resident Manager, Dorothy Henning. Also present was Mayor Bob Miller and City Administrator Kevin Lahner.

**MINUTES:** From the August 14<sup>th</sup>. meeting was dispersed to the members and a motion was made by Stubley to approve the minutes as read, seconded by Stoehr and carried unanimously.

**FINANCIAL REPORT:**

**Reserve Account balances as of August 31, 2008**

<b>First Banking Center</b>	<b>\$ 100,530.59</b>
<b>M&amp;I Bank</b>	<b><u>\$ 26,545.57</u></b>
<b>TOTAL</b>	<b>\$ 127,076.16</b>

**OCCUPANCY REPORT:** Manager Henning reported all units are occupied and the waiting list consists of 11.

**BUILDING AND MAINTENANCE:**

- **The new air conditioning unit has been installed in Phase II.**
- **The concrete curbs and walks replacement is completed. There is a crack in the concrete walk entrance of Phase II and the contractor has been contacted.**
- **Phase I roof assessment was discussed with plans to have an assessment done in the near future.**
- **Kelly's Lock Service will be installing 9 additional locks costing approximately \$800.00.**

**COMMUNICATIONS:**

- **Manager Henning spoke to the board about the information received on Generations on Line Program that may be available.**
- **Mayor Miller informed the Board that the Housing Authority, Riverview Manor will be a sub committee of the City of Burlington CDA in the future.**

**NEW BUSINESS:**

- **The possible increase of rent may be necessary in 2009. This will be discussed again at the January 2009 meeting.**
- **The by-laws and future amendments was discussed by the board members, Mayor Miller and City Administrator Lahner.**

**The next regular scheduled meeting will be held Thursday, October 2, 2008.**

**There being no further business, motion was made by Stoehr to adjourn, seconded by Stubley and carried unanimously. Meeting adjourned 7:35 P.M.**

  
Ralph Heck, Secretary